

PERSONNEL COMMITTEE

OCTOBER 23, 2017

The meeting was called to order at 6:13 p.m. by Ald. Olson with the following Roll Call:

Members Present: Ald. Olson, Ald. Toellner, Ald. Henkel

Members Absent: None.

Others Present: Mayor Boelk, Ald. Smith, Ald. Frings, Ald. Forster, Christine Churchill, Mike Kurutz, Nathan Kempke, Chip Detunq, Dave Pasbrig, Tom Jacquot, Gene Herman & Mrs. Herman, Captain Ryan Vossekuil, Greg Justman, Mary Rake, Lois Krueger, Sara Decker

Item #2 Approve the Minutes of the September 25, 2017 meeting.

Motion by Ald. Toellner, second by Ald. Henkel to approve the minutes of the September 25, 2017 meeting. Motion carried unanimously.

Item #3 Citizens Comments.

None.

Item #4 Discuss/Recommend employee handbook revisions.

There still needs to be review of the grievance policy and the pay plan.

Motion by Ald. Toellner, second by Ald. Henkel to table the topic. Motion carried unanimously.

Item #5 Discuss/Approve replacement of Director of Park & Recreation and TAG Center Director position.

Mike Kurutz put together a preliminary job description and advertisement to fill his position. He believes it's a good route to hire someone with recreation and aquatics background. Having someone to certify lifeguards in house will save time and money. It will be important to keep the flow of lifeguards. The timetable has it budgeted for the replacement to begin in February. Mike is attending a conference in November and would be a good time to recruit. It will be necessary to start advertising in November/December. Mike will be retiring May 1st. It was noted that Jack is now handling all DPW issues.

Motion by Ald. Toellner, second by Ald. Olson to start the process of hiring Mike's replacement. Motion carried unanimously.

Item #6 Adjournment

Motion by Ald. Henkel, second by Ald. Toellner to adjourn at 6:19 p.m. Motion carried unanimously.

Sara Decker, City Clerk